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3 August 1954

PHYSICAL SECURITY BRANCH

Statistical Report

July 1954

I. Security briefings held during the month of July under the auspices of the Chief, Security Division:

	<u>Classes Held</u>	<u>Attendance</u>
Basic (New Personnel)	4	191
Special	<u>0</u>	<u>0</u>
Total	4	191

II. Classified waste collected daily from all CIA Buildings and destroyed by burning:

Total for Month -- 114,900 pounds

III. Safe combinations and repair operation:

<u>Combinations Changed</u>	<u>Secondary Repairs Made</u>	<u>Major Repairs Arranged For</u>
968	291	67

IV. Security identification processing of personnel:

Identification Processing
(Fingerprinting, Photo-
graphing, Secrecy Agree-
ment, Reading of Security
Regulations, Scheduling
for Security Indoctrina-
tion, etc.)

<u>Regular Badges Made and Issued</u>	<u>Limited and Special Passes Made and Issued</u>	<u>Regular Badges Destroyed</u>	<u>Limited and Special Passes Destroyed</u>
178	383	216	184
			97

Fingerprints Taken In
Addition to Those In-
cluded in Regular
Indoctrination

Reissuance of
Badges Turned
In For Safekeeping
While on Leave, TDY

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V. Night Security inspections of the various CIA organizational units made by representatives of this Branch:

<u>Office</u>	<u>Number of Inspections Made</u>	<u>Number of Buildings</u>
Director's Office)		
DD/CIA)		
DD/Plans)	27	
DD/Intelligence)	Daily	1
DD/Administration)	Staff	
Inspector General)	Duty	
	Checks	
ONE	1	1
OSI	0	1
ORR	4	5
OCI	0	1
OCD	8	7
O-O	7	4
DD/P (OSO/OPC)	26	6
Communications	6	5
Training	8	9
Persomel	2	2
SO	2	2
DD/A-Subordinate Offices		
Comptroller's Office	4	4
General Counsel	2	2
Medical Office	2	2
Logistics Office	9	10
Audit Office	1	1
GPO	<u>0</u>	3
Total	109	

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VI. Security violations involving unlocked safes and exposed classified material detected as a result of inspections conducted during non-working hours by representatives of the Branch and by the guards:

OFFICE	<u>EXPOSED CLASSIFIED MATERIAL</u>		<u>OPEN SAFES</u>	<u>TOTAL VIOLATIONS</u>	<u>NUMBER OF SAFES & VAULTS</u>
	<u>Top Secret</u>	<u>Secret and Conf.</u>			
Director's Office	0	0	0	0)	
DD/CIA	0	0	0	0)	
DD/Plans	0	0	0	0)	
DD/Intelligence	0	0	0	0)	73
DD/Administration	0	0	0	0)	
Inspector General	0	0	0	0)	
ONE	1	1	0	2	53
OSI	0	0	2	2	266
ORR	1	0	1	2	782
OCI	0	0	0	0	386
OCD	0	0	0	0	703
O-O	0	1	1	2	304
DD/P(OSO/OPC)	1	5	11	17	2441
Communications	0	1	0	1	282
Training	0	2	2	4	253
Security Office	0	0	0	0	259
Personnel	0	0	0	0	232
DD/A - Subordinate Offices					
Comptroller	0	1	0	1	462
General Counsel	0	1	0	1	17
Medical Office	0	0	0	0	34
Logistics Office	0	2	0	2	566
Audit Office	0	0	0	0	10
GPO	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
Total	3	14	17	34	7123

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VII. Visitors processed by the receptionists in the various CIA buildings:

<u>BUILDINGS</u>	<u>PURPOSE OF VISITS</u>				<u>TOTALS</u>
	<u>General Visitors</u>	<u>Applicants for Employment</u>	<u>Employees Forgotten Badges</u>	<u>Deliveries and Repairs</u>	
	32		3	26	61
	136	382	9	18	545
	197		3	11	211
	262	9	14	19	304
	102				102
	525	12	45	22	604
	259		50	61	370
	414		82	30	526
	938	289	41	180	1448
	221		42	14	277
	225		38	72	335
	406		33	26	465
	898	662	39	84	1683
	26	277	2		305
	273	47	22	62	404
	327		15	159	501
	<u>74</u>	<u> </u>	<u>25</u>	<u> </u>	<u>99</u>
TOTALS	5315	1678	463	784	8240

In addition to the above, 593 applicants for positions were admitted to the Personnel Office interview room in North Building, adjoining the Reception Room. These persons were logged by the Receptionist but visitor passes were not issued to them as they did not enter the building proper.

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VIII. Credential Record:

Contact Issued.....	3
Contact Destroyed.....	2
Temporary Contact Issued.....	7
Temporary Contact Destroyed.....	29
Firearms destroyed.....	1

IX. In addition to the above, numerous conferences, inspections and surveys were conducted covering a variety of physical security problems. Following are listed some of the major accomplishments:

a. Conferences held with Office Security Officers	8
b. Consultants who attended basic indoctrination	1
c. Special security investigations concerning improper handling, improper transmission, material found outside protected areas, etc.	12
d. Safety meetings and conferences attended	12
e. Special safety inspections completed	19
f. Fire drills conducted	14
g. Major building and area security surveys conducted:	
Headquarters Area	13
Out of town	0
h. Building security conferences held	12
i. Special instructions given to Night Security Officers	32
j. Special guard instructions issued in writing	10
k. Special instructions given to receptionists	1
l. Entries made in Limited Pass Control Book by NSO's	1921
m. Fingerprint cards forwarded to FBI for processing	270
n. Security matters resolved by NSO's during non-working hours	632
o. Photographs pulled and supplied to various organizational units by NSO's	926
p. Conferences held on locks, safes and similar equipment	3
q. Technical Security Equipment briefings	2
r. Technical security inspections conducted:	
Headquarters area	2
Out of town	0
s. Armed support furnished:	
Headquarters area	5
Out of town	0

Distribution

Orig - Mr. [REDACTED]
 1 - A&TS [REDACTED]
 1 - Mr. [REDACTED]
 1 - File

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